

Special Events Permit Application Instruction Sheet

1. Name the event and give a brief description of what the event details.
2. State Route or Highway to be used (I.e. SR 260, SR 73, US 60, etc.)
3. In or near refers to the closest town or city.
4. Date(s) of the event.
5. Time the event will start.
6. Time the event will end.
7. Name of responsible individual applying for permit (applicant). If the applying entity is an organization, this person must have signatory authority.
8. Applicant's title.
9. Applicant's daytime telephone number.
10. Name of organization (if applicable).
11. Mailing address; including city, state and zip code.
12. **Signature** of the applicant and the date of signing.

When completing application, PLEASE PRINT NEATLY.

Submit completed permit application package to:

Permit Office
Arizona Department of Transportation
PO Box 2618
Show Low, AZ 85902

Please allow **30 days** from the date the complete application was submitted for the permit to be issued.